



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
OFFICE OF THE CHIEF OF THE CHAPLAIN SERVICE
WASHINGTON, DC

9 October 2002

MEMORANDUM FOR CHAPLAIN SERVICE PERSONNEL

FROM: HQ USAF/HC
112 Luke Avenue
Bolling AFB DC 20332-9050

SUBJECT: Implementation of AFI 52-103, Volume 2

Air Force Instruction 52-103, *Chaplain Service Resourcing*, has been divided into two volumes. AFI 52-103, Vol 1, covering appropriated resources should be on the street in draft form in early 2003. AFI 52-103, Vol 2, covers nonappropriated funds.

The only major difference between AFI 52-103, Chapter 4, version (sent with QuickBooks) and AFI 52-103, Vol 2 (Draft), is the paragraph (3.3.1) dealing with Accounting Technicians. This paragraph is waived until further notice. Minor changes have been made in the document, so please read and take appropriate actions.

Effective immediately, all installations will use this policy letter and AFI 52-103, Vol 2 (draft), for administration, control, and management of nonappropriated funds. Once the Air Staff has completed coordination on the instruction, the final copy will be posted through the Air Force Publishing Office. Request that Wing Chaplains report to AF/HCB (MSgt Thurman) through their MAJCOM/FOA/DRUs, in writing by 31 October 2002, that this policy letter and the Draft of AFI 52-103, Vol 2, has been implemented. If you have any questions, please contact MSgt Thurman at DSN 297-1482 or CharlesE.Thurman@pentagon.af.mil.

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